

**Wolfeboro Board of Selectmen
Meeting Minutes
Approved
February 19, 2014**

Members present: Chairman Sarah Silk, Vice-Chairman Linda Murray, Brad Harriman, Dave Bowers, and Dave Senecal.

Members absent: None.

Staff present: Town Manager David W. Owen, Finance Director Pete Chamberlin, and Public Works Director Dave Ford.

Chairman Silk opened the meeting at 6:30 PM. She noted she had been in contact with the secretary regarding the dangerous driving conditions and Chairman Silk advised the secretary not to risk attending.

Non-Public Session

Mr. Owen stated a non-public session is needed to discuss litigation.

Consideration of Minutes

➤ **2/06/14**

Linda Murray amended the minutes as follows:

First page next to last line: "She felt the statement made at the Deliberative Session by a Wolfeboro resident...."F. Sale of DASH 1-change to read: Mrs. Murray stated that when the Milfoil Joint Board was established each Town estimated the number of days each Town would use the DASH units and at that time it was estimated to be 72 days but over the last few years the number of days of use has decreased. The Milfoil Joint Board decided to put DASH 1 out to bid. John Jude (individual who has been renting the use of DASH 1) exceeded the minimum bid requirement. She noted the other two towns have already agreed to sell the unit. Mr. Owen concurred with Mrs. Murray statements. The Milfoil Joint Board has agreed to sell the unit as it was determined, based on its use, it is not needed.

Chairman Silk amended page one, the first paragraph, seconded sentence to add "stated" after She, page one, last paragraph after Deliberative Session insert "by a Wolfeboro resident was misleading".

Mr. Senecal amended page 7, the motion on the bottom of the page to include his name under the roll call vote with a yes.

Member Linda Murray moved the Wolfeboro Board of Selectmen to approve the minutes of February 6, 2014 as amended. Dave Senecal seconded. Members voted, and being all in favor, the motion passed.

Public Input

Josephine Amatucci stated she would like to submit a Right to Know request to the Board for the Finance Director as she prefers not to deal with Mr. Owen.

Chairman Silk accepted her document.

Suzanne Ryan addressed the Board with several items pertaining to the Town Hall renovation proposal with regards to the bond anticipation notes, the back stairway and if such will be updated to code and who would be the financial manager of the project and would it be under the town or put out to bid.

Chairman Silk stated the Town will be the financial manager.

Mr. Owen explained the RFP process for architects and stated that all bidding policies of the town would be followed.

Mrs. Murray explained that if the Warrant Article passed, the Friends of Town Hall funds would be accepted at a public hearing.

Chairman Silk stated that she resented any insinuations this project would not follow the same procedures of all other accepted warrant articles.

Public Hearings

➤ Temporary Event Permits

A. *Wolfeboro Area Children's Center to hold a Fairyland Festival on July 5, 2014 (rain date July 6, 2014) from 9:00 AM to 3:00 PM at Cate Park.*

Linda Murray stepped down from discussion and presented the request on behalf of the Children's Center as a member of the Board of Directors.

Chairman Silk opened the public hearing. She questioned the rain date of the Independence Day parade is usually July 5th and if that would be a conflict. The parade application has not been received so that information is unknown at this time.

Mrs. Murray noted they would like to hold this family orientated fundraising event for the Center as done in years past.

Being no others to speak for or against the request, Chairman Silk closed the public hearing.

It was moved by Dave Senecal and seconded by Dave Bowers to approve the issuance of a Temporary Event Permit to Wolfeboro Area Children's Center to hold a Fairyland Festival on July 5, 2014 (rain date July 6, 2014) from 9:00 AM to 3:00 PM at Cate Park. Members voted (Linda Murray-abstained) and being none opposed, the motion passed.

B. New England Lyman Group to hold a Boat Show on June 14, 2014 from 9:00 AM to 3:00 PM at Wolfeboro Community Bandstand, 3 finger docks per map and 2 parking spaces adjacent to the bandstand.

Chairman Silk opened the public hearing.

Being no one present to address the request and the Board agreed to entertain the request as this event has been held for many years.

Being no one to speak for or against the request, Chairman Silk closed the public hearing. She noted the notes on the permit.

It was moved by Linda Murray and seconded by Dave Bowers to approve the issuance of a Temporary Event Permit to New England Lyman Group to hold a Boat Show on June 14, 2014 from 9:00 AM to 3:00 PM at Wolfeboro Community Bandstand, 3 finger docks per map and 2 parking spaces adjacent to the bandstand contingent upon the permit notations not to block access to the Fire Boat or to block ADA accessible parking spaces. Members voted and being none opposed, the motion passed.

Bulk Vote

A. Weekly Manifests:

1. Manifest dated February 14, 2014
2. Manifest dated February 21, 2014

B. Tax Abatements/ Refunds Approvals

- i. North Wakefield Road Tax Map 107, Lot 6

C. Notices of Intent to Cut Wood or Timber

- i. Route 109 Tax Map 173, Lot 23

D. Vouchers to the Trustees of the Trust Funds

- i. \$173,976-Transfer from Fire Trucks & Apparatus Capital Reserve Account
- ii. \$100,600-Transfer from Public Works Facility Capital Reserve Account

E. Raffle Permit

- i. Wolfeboro Area Children's Center

It was moved by Linda Murray and seconded by Dave Senecal to remove E. Raffle Permit from the Bulk Vote to vote on separately. Members voted and being none opposed, the motion passed.

It was moved by Dave Senecal for the Wolfeboro Board of Selectmen to approve the Bulk Vote as listed (without E). Linda Murray seconded. Members voted, all in favor, the motion passed.

It was moved by Dave Senecal for the Wolfeboro Board of Selectmen to approve the Bulk Vote item E. Raffle Permit. Dave Bowers seconded. Members voted, Linda Murray abstained, the motion passed.

New Business

A. Commercial Vessel Landing Permit Mount Washington

The representative of the Mount Washington contacted the Town Manager to request a new date for the request due to the difficult weather conditions.

It was moved by Dave Bowers and seconded by Linda Murray to table this item to the next regular Board meeting. Members voted, all in favor, the motion passed.

Selectman Murray requested that Mr. Owen place the Commercial Vessel Landing Permit and Sign Permit on the Town website along with the changes to the Commercial Vessel ordinances.

B. Monthly Budget Expenditure and Revenue Report

Mr. Chamberlin addressed the Board regarding monthly budget expenditure and revenue report and reported the budget is expended as of January 31, as follows: General Fund 9.369%; Water Fund 23.238%; Electric Fund 5.076%; Sewer Fund; 8.837% and Pop Whalen Fund 20.035%, with the overall expended to date of 8.991%.

C. Quarterly Capital Projects Update Report

➤ *Public Works*

Dave Ford addressed the Board and reviewed his report dated February 14, 2014. (See attached report) He also reviewed the funds used for snow removal in 2014. (See attached report) He noted some cuts may have to be made in the summer maintenance budget. He also noted the loader is down for repair and the truck for Beach Pond Road is down for repair.

➤ *Supplemental Capital Projects*

Dave Owen addressed the Supplemental Capital Projects Summary dated February 13, 2014. (See attached) He also stated that the Town has terminated the contract with the contractor building the Parks & Recreation Maintenance building due to non-performance of the contractor. He reported the Middleton Road cemetery project has gone out for drainage and road construction.

Chairman Silk thanked Mr. Harriman for his perspective on the non-performing contractor in Ossipee and how it was handled as a model for the maintenance building.

D. 2014 Voters Guide

Mr. Owen stated the Board has been provided with a revised Voters Guide for approval and it is scheduled to run in the February 27th edition of the Granite State News.

It was moved by Linda Murray and seconded by Sarah Silk to approve the revised Voters Guide for publishing in the Granite State News. Members voted and being none opposed, the motion passed.

Town Manager's Report

Mr. Owen reported the following:

- The tax equalization rate has been set by DRA at 105.8% which is a slight increase over the previous year, but still within NH DRA's acceptable range.
- He provided a communication from Mayhew Seavey of PLM with regards to the large cost savings in the purchase power contract in January even though it has been one of the coldest months of the season.
- He provided a copy of a notice from the Municipal Electric Department which is performing inspections of each electric meter and service location in the system as part of the meter upgrade process.
- He provided a proof of the Town Report Cover and back cover showing the pictures of the restoration of Brewster Hall's clock face.
- He stated the Town has received a check in the amount of \$112,053.23 from Metrocast Cablevision for the franchise period of January 1, 2013 to December 31, 2013. He also provided the history of franchise fees received noting that this is the smallest amount in revenue increase they have received in the last eight years and that it appears they are reaching a point of diminishing returns as the rates are so high that they are losing cable subscribers and is diminishing.
- He reported that the new Fire Engine 1 was delivered last Monday and the radio installation was scheduled for Friday, which will put the new engine into service this week.

Committee Reports

Dave Bowers stated he attended the Library Trustees meeting and all is going well at the Library.

Linda Murray stated she attended the EDC meeting.

Chairman Silk reported the LRHHPF meeting was canceled due to weather and has yet to be rescheduled. She would be attending the Police Commission meeting on Thursday.

Mr. Harriman noted the Planning Board meeting was rescheduled.

Chamber of Commerce

None.

Public Comment

None.

Questions from the Press

None.

Being no further business before the Board, Chairman Silk entertained a motion to enter non-public session.

Member Linda Murray moved the Wolfeboro Board of Selectmen to enter non-public session at 7:50 PM to discuss litigation. Dave Bowers seconded. Roll call vote: Sarah Silk-yes, Dave Bowers-yes, Brad Harriman-yes and Linda Murray-yes, the motion passed.

The Board re-entered public session at 8:25 PM.

Chairman Silk stated the non-public session minutes of February 19, 2014 were sealed by a 2/3rds vote as required by law.

Being no further business before the Board, Chairman Silk entertained a motion to adjourn.

Member Dave Senecal moved the Wolfeboro Board of Selectmen to adjourn at 8:26 PM. Member Dave Bowers seconded. Being none opposed, the motion passed.

*Respectfully submitted,
Amelia Capone-Muccio
Recording Secretary

*Secretary note: minutes drafted by compiled notes of David Owen and the Board Members.